

**Wyoming Department of State Parks and Cultural Resources
ANNUAL REPORT –FY2017 (July 1, 2016 – June 30, 2017)**

Agency Information:

Agency Headquarters:

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Director:

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Other Locations:

Cheyenne: State Museum Off-site Storage
State Archives Off-site Storage
Laramie: SHPO Cultural Records Field Office
Office of the State Archeologist
Lander: State Trails Program Field Office
Shoshoni: Central Construction Field Office
Statewide: State Parks and Historic Sites

Statutory References:

Established 1895, reorganized July 1, 1999, as the Department of State Parks & Cultural Resources.

W.S. 9-2-401 through 9-2-419 – State Archives, Museums and Historic Department
W.S. 9-2-901 through 9-2-911 – Wyoming Arts Council
W.S. 9-2-1701 through 9-2-1708 – Reorganization of State Government
W.S. 9-2-2017 – Department of State Parks and Cultural Resources Creation
W.S. 9-2-2301 through 9-2-2308 – Wyoming Cultural Trust Fund Act
W.S. 11-10-113 – Wyoming Pioneer Memorial Museum
W.S. 16-6-801 through 16-6-805 – Works of Art in Public Buildings
W.S. 24-14-101 through 24-14-102 – State Parks Road Program
W.S. 31-2-401 through 31-2-409 – Snowmobiles
W.S. 31-2-701 through 31-2-707 – Off-road Recreational Vehicles
W.S. 36-4-101 through 36-4-123 – State Parks and Cultural Resources
W.S. 36-8-103 through 36-8-107 – State Parks and Reserves – In General
W.S. 36-8-301 through 36-8-320 – State Parks and Reserves – Hot Springs State Park
W.S. 36-8-501 through 36-8-502 – State Parks and Reserves – South Pass City State Historical Site
W.S. 36-8-601 through 36-8-602 – State Parks and Reserves – Curt Gowdy State Park
W.S. 36-8-701 through 36-8-702 – State Parks and Reserves – Sinks Canyon State Park
W.S. 36-8-801 – State Parks and Reserves – Fort Fred Steele State Historical Site
W.S. 36-8-901 through 36-8-902 – State Parks and Reserves – Bear River State Park
W.S. 36-8-1001 through 36-8-1002 – State Parks and Reserves – Wyoming Territorial Prison
W.S. 36-8-1203 through 36-8-1204 – State Parks and Reserves – Designated Transfer of Lands
W.S. 36-8-1401 through 36-8-1403 – Wyoming Historic Mine Trail and Byway
W.S. 36-8-1501 – Other Designations
W.S. 39-17-111 – Snowmobile Gas Tax Distribution

Basic Information:

The SPCR agency serves Wyoming citizens, out-of-state visitors, local, county and state governments and agencies, public schools and institutions of higher education, Wyoming nonprofit organizations, and Wyoming businesses. Those served by this agency enjoy more enriched and well-rounded lives because the Department provides memorable opportunities to learn about and enjoy Wyoming's arts, parks and history through a combination of responsible recreation, preservation, education, outreach, planning, granting, conservation, construction, maintenance, public safety and economic impact and development.

The Department of State Parks and Cultural Resources (SPCR) consists of 164 full-time positions and 89 part-time positions (12 permanent part-time, and 77 seasonal positions). The department consists of three divisions: the Division of State Parks, Historic Sites and Trails (SPHS&T), the Division of Cultural Resources (State Historic Preservation Office, State Archives, Wyoming Arts Council, the State Museum, Office of the State Archaeologist, and Wyoming Cultural Trust Fund), and Administrative Services Division that services the entire agency (Director's Office, Accounting, Human Resources, Public Information/Marketing/Technology).

SPCR accomplishes its mission in consultation with the Wyoming State Parks & Cultural Resources Commission, a nine member advisory body representing seven geographically appointed districts with two additional at-large members. The commission meets quarterly and additionally as needed. SPCR has five additional boards/councils that assist individual programs, including; State Trails Council, Wyoming Arts Council, Wyoming Cultural Trust Fund Board, State Historic Records Advisory Board, and National Register of Historic Places.

Based on previous economic impact studies, the SPHS&T have a cumulative economic annual impact of \$469.1 million, \$20.0 million in state and local tax revenue, and supports 3,891 jobs. In a 2009 economic study, Wyoming's state parks and historic sites had a \$78.1 million impact which supported 1,123 jobs and \$3.0 million in taxes. In a 2012 economic study, Wyoming's Snowmobile Trails had a \$146.8 million impact supporting 1,300 jobs and \$7.4 million in taxes. In a 2012 economic study, Wyoming's Off Road Vehicle Trails had a \$244.2 million impact supporting 1,468 jobs and \$9.6 million in taxes.

Budget Information/Expenditures for FY17:

The total biennial budget for the department for 2017/2018 is \$50,478,543, of which \$30,332,899 are general funds. The Department's budget accounts for less than 1.0% of the state's overall General Fund budget. The department expended \$25,816,310 during Fiscal Year 2017 (July 1, 2016 thru June 30, 2017) consisting of \$15,707,845 general funds, \$3,082,219 federal funds and \$7,026,246 other funds.

Core Business/Primary Functions: (What does your agency do?)

1. Provide Arts and Cultural Resources Grants and Services to the Public
2. Provide Archival Services to the Public
3. Provide a State Museum and Associated Services to the Public
4. Provide Archaeological Services to the Public
5. Provide Historic Preservation Services to the Public
6. Provide State Parks and Historic Sites and associated services and amenities for the Public
7. Provide Motorized and Non-Motorized Trails and Associated Services to the Public

Performance Highlights/Major Accomplishments of FY17:

1. Provide Arts and Cultural Resources Grants and Services to the Public - This service is provided by the Wyoming Arts Council (WAC) and the Wyoming Cultural Trust Fund (WCTF)

Wyoming Arts Council (WAC)

The WAC completed the second year of a five year strategic plan. The plan outlines significant changes in the WAC's approach to serving the state, including, restructured grant programs, new initiatives in independent music, health and wellness, arts integration, services to individual artists, and a new approach to marketing and promoting the value of the arts. Highlights of key programs and services;

- \$796,887 granted to nonprofit and government organizations providing local arts programs and services and individual artists.
- Juried fellowships in creative writing, performing arts, and visual arts to ten Wyoming residents to acknowledge their artist excellence and encourage them to keep creating powerful art.
- Promoted and planned sixteen concerts, sponsored by the Piatigorsky Foundation, held in rural communities around Wyoming.
- Formation of a health and wellness initiative advisory board to develop programs that can strengthen the health and wellness of Wyoming citizens through the arts.
- The Wyoming independent music initiative collaborated with the Wyoming Office of Tourism and Wyoming Public Media to create the 2017 Wyoming Road Trip Playlist. Curated by Wyoming Sounds, the playlist was uploaded to Spotify.
- Hosted the annual Governor's Arts Awards with over 400 people in attendance.
- The Folk and Traditional Arts program highlighted artists from its Mentorship program at the Bighorn Folk Festival in Thermopolis.
- The Education Program held the first ever Wyoming gathering of educators from across arts disciplines to discuss strengthening arts education in Wyoming.
- Hosted the statewide competition of Poetry Out Loud, in which ten schools participated, and sponsored the winner at the national competition in Washington D.C.
- The development of a new directory that is inclusive of many different creative sector disciplines. The new directory includes individual artists, groups, venues, and organizations that work in the arts. This directory will help with communications between artists, organizations, and venues.
- Six Art in Public Buildings Projects in different stages around the state, including Cheyenne, Torrington, Gillette, Laramie, and Sheridan.

Wyoming Cultural Trust Fund (WCTF)

- 54 grant awards, totaling \$360,829. These grants supported organizations in 21 communities in 16 counties.
- Provided support for operations as diverse as museums, historic and archaeological sites, contemporary arts, crafts and music fairs and festivals, theaters, interpretive signage, photo digitization, public art, folklife research, artistic criticism, documentary films, dance productions, and art acquisition.
- Provided \$113,750 in support of construction and maintenance of cultural facilities around the state or 31% of total grant dollars. These dollars directly support historic preservation, Native American culture, historic interpretive signage, and contemporary music, theatrical, and community art venues.
- WCTF grants are anticipated to directly support over 24 part-time personnel, both internal and external to the non-profit cultural organizations in Wyoming.
- Through additional appropriated funding, boosted efforts to market their grants to more organizations and communities across the state.

2. Provide Archival Services to the Public. This service is provided by the Wyoming State Archives

The State Archives' performance highlights and major accomplishments during the FY17 fiscal year reflect our commitment to publicizing our holdings and helping government agencies to preserve and manage their records. These highlights and accomplishments include:

- Continued development of the Digital Archives to be used for the long-term storage, preservation, and management of electronic records. 110 users from 15 agencies and nine county clerks offices are participating in the project. The Digital Archives now contains nearly 500,000 electronic records.
- The Department of Health, Vital Statistics Services has successfully implemented a portal between the Digital Archives and the VSS software that will allow clerks of court around the state to deposit records directly into the archives at the time those records are created.
- Scanned over 750 boxes of paper records for the Department of Workforce Services and an additional 300 boxes for the Department of Corrections. Additional agencies were added to the scanning project which will clear physical space in our storage collection center.
- Assisted 4097 researchers. Of those, 1466 researchers from 32 states and four countries visited our reading room in Cheyenne. The most used documents during the year were school records, newspapers, vital records, and court documents.
- Restructured the content of their web page, focusing on how users access the material and increased their activity on social media.
- Entered nearly 300 collection inventories into the Rocky Mountain Online Archive to provide better online visibility and access to our collections. We have linked entire scanned collections where they are available, including for twenty Wyoming governors.
- Began entering records into the statewide shared catalog, WYLDCAT. This has the dual advantage of making our unique published and ephemeral items accessible to the public, and connecting us with the wider public libraries audience.
- Responded to requests from the Department of Environmental Quality, the Legislative Services Office, and several other offices interested in downsizing their in-house storage of records before moving back into smaller quarters in the Herschler and Capitol buildings. With space running out in the State Records Center, efforts were made to advise about (and offer) scanning to relieve congestion, and promote responsible retention of state records.
- Worked with staff from counties and cities across Wyoming, advising on retention, accessioning new records, and answering questions on scanning options. They spoke at the annual meetings of municipal clerks and treasurers.
- The State Historical Records Advisory Board, on which the State Archivist serves as Coordinator, administered two very successful workshops on preserving digital records and collecting oral histories. The Board also awarded grants totaling just over \$10,000 to five repositories throughout the state for projects to preserve and provide access to Wyoming's historical records.

3. Provide a State Museum and Associated Services to the Public. This service is provided by the Wyoming State Museum (WSM)

- Continued a program to update exhibits and renovate galleries to conform to current ADA and National Interpretation standards. This year saw completion of renovations on the 2nd floor and the opening of seven new exhibits: The Wyoming State Capitol, First Folio! The Book that Gave us Shakespeare, For the Benefit of the People: The National Park Service in Wyoming, Merci Train, Eric Wimmer: Special Topics, We Were. We Are., and Governor's Capitol Art Exhibition
- Continuation of work to bring the Museum in line with the information gathered from the interpretive planning performed by Design minds and stakeholders around the State of Wyoming to present the visitor the best experience possible with each visit to the museum. This work is being done on a smaller scale than is presented in the formal interpretive plan due to budget limitations, but it is still moving forward on a scale that can be accomplished within the current budget climate.

- Initiated a partnership with Google Cultural Institute to make portions of the WSM collection accessible online and to mount virtual exhibits interpreting the collection. Thus far the museum has uploaded high resolution images of 363 artifacts and curated 4 virtual exhibits.
- 3,573 individuals visited the Museum as part of the education programs, up 478 from last year. 2,814 students engaged with Teaching Collection artifacts through the Museum's hands-on traveling Discovery Trunk program, a decrease of 748 from last year. The Museum provided off-site in-person programming to 2,149 youth and adults, down 30 from last year. 1,758 children and their parents participated in special programming at the Museum, including Family Days and A Night at the Museum. Participation in Family Days was up 6%. 1,209 participants attended the Museum's Thursday Night Lecture Series, up 546 from last year.
- Through Skype in the Classroom, Museum staff presented 202 online programs to 5,074 students in 43 states and 14 foreign countries, an increase of 2,155 students. We also celebrated our 200th and 300th Skype programs. These programs covered 698,400 virtual miles, an increase of 413,241. Total Education Program Contacts: 16,577. An increase of 2,242 from last year.
- The Wyoming State Museum had 45,039 on-site visitors. Through the first six months of FY17 we served 222,450 people through our off-site programs and exhibits. Off-site data is not yet available for the second half of FY17. The three-year average for off-site impact during the second half of the year is 125,335 with a strong upward trend. Assuming the off-site impact meets the three year average the museum will have served 295,709 visitors during FY17.
- Continued to conduct visitor surveys to ensure we are presenting what the public desires in a destination museum. We use the information gathered to create new exhibits and programs which better serve those who wish to visit the museum. 591 visitor surveys were received, an increase of 27%. In addition, the museum started its triennial demographic survey in order to build a better picture of who is currently visiting the museum.
- Maintained its position as the number one thing to do in Cheyenne according to Tripadvisor.com.
- Received donations of 427 artifacts from 76 donors.
- 72,323 Wyoming State Museum artifact catalog records are now represented in the PastPerfect database.
- Assisted 43 patrons or small museums with questions regarding Wyoming history, and artifact research or care.
- Exhibited 66 artifacts in the new Merci Train exhibit.
- Exhibited 135 artifacts in the new National Park Service exhibit.
- There are now four Google Arts and Culture on-line exhibits of WSM artifacts: quillwork, moccasins, basketry hats, and US flags in plains beadwork (a total of 363 state museum artifacts are now on Google Arts and Culture).
- Created 34 artifact-related posts for WSM Website and Facebook.
- The conserved Yellowstone wagon returned and is preparing a plan for exhibiting the wagon.
- A WSM lecture series presentation about war-related artifacts in the collection was presented to be turned into a multiphase exhibit.
- Thirty-six outgoing loans were completed. Seventy-four incoming loans were completed.
- The museum worked with the Wyoming State Archives to digitize all accession files to make them more accessible for research

4. Provide Archaeological Services to the Public. This service is provided by the Office of the Wyoming State Archaeologist (OWSA)

- Provided cultural resource services to five federal and state agencies including the National Park Service, Wyoming State Parks, the Wyoming Department of Transportation, Wyoming Department of Game and Fish, and the University of Wyoming.
- Conducted 14 cultural resource projects generating \$163,204.23 in revenue during that period.
- The University of Wyoming Archaeological Repository (UWAR), a facility managed and operated by this office, accessioned 41.5 new boxes of archaeological material and records from 21 clients including the U.S. Forest Service, Bureau of Land Management, the University of Wyoming, and a range of private cultural resource management firms. For these clients the UWAR processed 76 accessions generating \$28,360.00 in revenue during this period.

- In addition to the revenue generated by accessioning costs, UWAR initiated a modification to an existing agreement with the BLM for \$25,000 to upgrade existing collections and create a new database, a new agreement with the Wyoming Military Department for \$30,420.00 to upgrade their existing collections over 2017-2018, a new agreement with the United States Forest Service Black Hills office for \$21,000.00 to upgrade their existing collections, and the United States Bureau of Reclamation Provo Area Office for \$17,021.28 to upgrade their existing collections.
- UWAR fielded information requests from over 150 academics and public individuals on collections content, curation and digitization practices, and access to the facilities; received 66 researchers physically visiting the collections for periods of time ranging from 1-5 days from several federal land agencies and academic institutions such as Eastern Oregon University and the Max Planck Institute; provided 45 tours and hands-on workshops to members of the public, visiting academics, high schools, elementary schools, and other groups; served over 400 members of the public through public activities during Archaeology Awareness Month; and initiated 42 new loans for exhibit displays and analysis to institutions such as the Washakie Museum and the Smithsonian Institution, bringing the total number of in-house and external loans during this period to 312.
- Through its affiliation with the University of Wyoming, UWAR staff taught a Curation Methods course and served on one graduate committee. UWAR also supervised five interns through UW and through the USBR Pathfinder program.
- The UWAR created a museum display for Archaeology Awareness Month. The exhibit will be installed in August 2017 and will be on display until August 2018. It is located in the lobby of the Barrett Building in Cheyenne, WY.
- Presented ten papers and posters at three professional conferences including the annual Wyoming Association of Professional Archaeologists Conference, the Plains Anthropological Conference, and the Rocky Mountain Anthropological Conference. Papers updated the professional archaeological community on ongoing research being conducted by OWSA staff.
- UWAR continues developing its public outreach capacity through collaboration with the Wyoming Geographic Information Science Center (WyGISC) on the creation of WyoARCH: a database, web application, and public outreach tool to make the wealth of data stored at UWAR discoverable and accessible to a wider audience. This project's goals are in keeping with trends in data management and collections management practices (including standardization, inter- and intra-institutional collaborations, collections based research trajectories, open source project framework) and which position this project to be a model for other archaeological repositories in the United States. This fiscal year, the WyoARCH project received \$25,000.00 from the Wyoming Bureau of Land Management, \$20,000.00 from the Wyoming Cultural Trust Fund, and \$122,655.94 from the University of Wyoming Department of Anthropology. UWAR and WyGISC are currently preparing external grant applications for submission to the National Endowment for the Humanities to complete this work.
- Conducted seven public outreach programs consisting of public presentations given to avocational groups, school students, and other members of the public. These programs presented information on ongoing research conducted by OWSA staff and educated program attendees on various aspects of Wyoming's historic and prehistoric past.
- Participated in a number of professional and public outreach efforts. These efforts included serving on the Wyoming Association of Professional Archaeologists board, as members of the Wyoming Archaeological Foundation Board, as a member of the Wyoming Archaeological Society Board, hosting the Annual Archaeology Fair in Laramie, participating in the Jackson Wild Science Festival, and providing 45 tours and hands-on workshops to members of the public in our curation facility.
- Conducted, or assisted in, ten field research investigations. These investigations were conducted in partnership with the Bureau of Land Management, the U.S. Forest Service, the Wyoming State Historic Preservation Office, the University of Wyoming, and the Vore Buffalo Jump Foundation.
- Managed over \$365,000 in external grants, awards, and revenues from a number of state and federal agencies. These monies were used to conduct archaeological investigations and properly process and curate artifacts in the UWAR.
- Continued appointments as adjunct faculty at the University of Wyoming (UW) and served as thesis committee members for two UW students. In this capacity they help guide student research and assist these students as they work towards their degrees at the University of Wyoming.

- During the Fall 2017 semester, OWSA staff taught an upper division anthropology course for the Department of Anthropology at the University of Wyoming. This course, Introduction to Archaeological Collections Management, instruct graduate and undergraduate students in the methods, techniques, and theory of modern curation practices.

5. Provide Historic Preservation Services to the Public. This service is mainly provided by the Wyoming State Historic Preservation Office (SHPO), however, Wyoming State Parks & Historic Sites also performs preservation and will be discussed in their section.

- Two new National Historic Landmarks (NHL) were approved by the Secretary of the Interior. Ames Monument, a Wyoming State Historic Site, and Hell Gap Paleoindian Site, owned by the Wyoming Archaeological Foundation. NHLs are nationally significant historic places and possess exceptional value in illustrating or interpreting the history of the United States.
- Honored 27 families in the August 2016 Centennial Farm & Ranch program. Approximately 250 people attended the ceremony in Douglas, WY. The Wyoming Congressional Delegation and Governor Matt Mead were part of the celebration. Staff produced a Centennial Farm & Ranch yearbook that includes photos and history submitted by each family.
- The Preserve Wyoming Conference held in Rock Springs, WY was a success. The awards banquet was attended by approximately 120 people and Ms. Bobbi Barrasso once again served as our Master of Ceremonies.
- Six properties were officially listed in the National register of Historic Places. These newly listed properties are the Cora Townsite in Sublette County, New Fork Crossing in Sublette County, Casper Downtown Historic District in Natrona County, Saban Lookout Tower in Washakie County, Alpenhof Lodge in Teton County, and the Craig Cabin in Sublette County. Two of these listings (Saban Lookout Tower and Craig Cabin) are located on Forest Service land and represent a high level of cooperation between SHPO and the Forest Service.
- In partnership with the University of Wyoming's Department of Anthropology, graduate students who wish to obtain practical experience writing National Register nominations are offered paid internships to nominate important archaeological sites in Wyoming. Nominations on the Medicine House site in Carbon County and the Pagoda Creek site in Park County were completed and are in the process of being submitted to the National Park Service for listing on the National Register.
- Provided Certified Local Government (CLG) grants to local communities totaling \$70,485.82. The primary focus of the CLG program in FY17 was providing training to local historic preservation boards and commissions. This training was provided via webinar and attendance increased. In January, we partnered with the Alliance for Historic Wyoming to host a webinar discussing historic preservation advocacy that was well received. Also in January, we provided a "CLG Basics" webinar for new board/commission members across the state to familiarize themselves with the CLG program, historic preservation, and our office. Other webinar topics included the National Register of Historic Places, CLG grants, preservation plans, reconnaissance surveys, social media, and historic preservation tax credits.
- Accessioned 1,100 cultural resource reports and added 2,637 sites to the WYCRO database. Completed 739 file searches, 463 technical assistance requests and 105 GIS data requests.
- The month of September was proclaimed Wyoming Archaeology Awareness Month by Governor Mead at an event held in the Anthropology Department at the University of Wyoming on August 23. A framed 2016 poster celebrating 100 years of Paleoindian archaeology in Wyoming was presented to the Governor during the proclamation signing ceremony. The 2016 poster was awarded second place in the annual Society for American Archaeology (SAA) Poster Contest in April.
- The second annual Wyoming Archaeology Fair was held at the Wyoming Territorial Prison State Historic Site in Laramie on September 10. The fair was organized by staff of the Office of the Wyoming State Archaeologist and the SHPO. Over 1,300 people attend the fair which was staffed by more than 80 volunteers from SPCR, the UW Department of Anthropology, and various other state and federal agencies. The fair showcased Wyoming's rich cultural heritage from prehistory to the present day and provided a unique and fun hands-on learning experience for all ages.
- The Wyoming Site Stewardship Program (WYSSP) held trainings in Cody and Rock Springs, Wyoming this summer. The Cody training took place at the Oregon Basin Petroglyph Site and included an

archaeological crime scene reconstruction, and a presentation by a BLM district ranger. The Rock Springs training had a prehistoric and historic component and included site visits to the Crookston Ranch site and the White Mountain Petroglyph site. Follow-up outreach and new WYSSP signage installation was done in Buffalo, Wyoming at the Crazy Woman Battlefield site. The Passport in Time program continued to use metal detecting to aid in site boundary delineation at the battlefield site. This year the stewardship program began use of motion detecting cameras to aid in site monitoring. The SHPO and the BLM Lander field office installed cameras at the Castle Gardens site in an effort to curb vandalism and give the Wyoming Site Stewardship Program a stronger presence.

- A draft interpretive plan for a new Historic Mine Byway in Campbell County was developed to educate the public on the history of open-pit coal mining in the Powder River Basin. The plan has been reviewed and commented on by subject matter experts, members of the Wyoming State Historical Society, and the Gillette Historic Preservation Board. The plan will be available on the SHPO website and a limited number of copies will be printed and distributed.
- Major Section 106 projects during FY17 include re-writing the Beartooth Highway reconstruction MOA as well as amending the Statewide USFS PA to implement the Travel Plan Appendix. The Programmatic Agreements for the Energy Gateway South Transmission Line and the Midvale Grazing Association were executed. SHPO began the process to amend the Gateway West Powerline PA to allow sectioning of the project into manageable units which correspond to the proponents' construction schedule. Memorandums of Agreement mitigating adverse effects were also executed for removal of a building at the Burgess Ranger Station and the Cedar Hollow Lateral Salinity Reduction Project. Amendments to extend the termination date of agreements for the Blue Forest MOA, Bridger Coal Underground Mine MOA, Monell Area Trail Setting MOA and the Point of Rocks MOA were also executed. We are also currently taking public comment on three appendices to the BLM Statewide Protocol. These appendices provide guidance on using the Visual Contrast Rating system to identify indirect adverse effects, setting standard Areas of Potential Effect for common undertakings, and working with Geophysical projects.
- Celebrated Historic Preservation Month with Governor Mead's proclamation signing and events in two of our Certified Local Government (CLG) communities: Park County and Casper. Many other CLG communities hosted tours of historic buildings for 3rd and 4th graders during May. Invited the public to meet with SHPO staff on May 11th prior to the State Museum's monthly lecture. Distributed information on the work our office does and met with members of the community interested in history and historic preservation. The section's biggest effort for Preservation Month was on social media, especially our This Place Matters Photo Contest. SHPO saw a steady increase in interaction as the month went along which was supported by submissions from various state parks and historic sites, CLG communities, as well as Governor Mead.
- Contracted with Gannett Peak LLC. to develop a new Cultural Resources Information System. A Section 106 tracking application is a high priority. Gannett has completed work on the system analysis and design. They will be developing automated field work authorizations, file searches, credit card billing, and project creation. The GIS subcontractor, Trihydro, Inc., is updating SHPO's current online map service. The new map service will display live data from SHPO servers, removing the need for WYCRO staff to manually upload new data to the map service.
- Met with members of the Wyoming Legislature, the Petroleum Association of Wyoming, the Wyoming Mining Association, the International Association of Geophysical Contractor, the Governor's Office, and the Bureau of Land Management in regards to three draft appendices to the Wyoming State BLM/SHPO Protocol. Work on revising and considering comments from these groups is continuing.
- Participating in the renovation of the Wyoming State Capitol. Have reviewed the lead abatement and repair of exterior wood trim, doors and windows includes weekly meetings with contractors. Discussions include paint types, extent and type of scraping, set-up of scaffolding and lifts in conjunction with landscape staff.
- Working with the Bridger Teton National Forest to resolve a foreclosure and adverse effect to the Lander Trail near Afton. The USFS held a conference call and a face to face meeting in Afton with local officials and the ACHP to mitigate the adverse effect. The development of the memorandum of agreement is underway and ongoing.
- Visited six Wyoming Main Street Communities and provided SHPO consultation for a historic theater in Pinedale, a residence in Big Piney, and multiple building sites in Evanston including the State Hospital buildings being vacated due to the construction of new facilities. A charrette is being planned to brainstorm ideas for new occupants and uses for the existing historic structures and site at the State

Hospital. In addition, a historic hotel and theater were toured and consult on both properties was offered. Additional consults were offered for historic structures in Rawlins.

- The Ranch A charrette was held via teleconference in Cheyenne and Sundance with Ranch A Restoration Foundation Board, Office of State Lands, Wyoming State Parks, the Alliance for Historic Wyoming on February 10. Ranch A Foundation was provided a summary report of the recommendations. Two additional meetings were held to provide information for the Board so that they can determine next steps.
- Four building projects utilizing the Federal Preservation Tax Incentive are currently in process. The Turner-Cottman Building in Casper has approved part 1 and part 2 applications and work continues to progress on the building. It is estimated that a total of \$600,000 of private funds will be spent on this project. The Hynds Building in Cheyenne has an approved part 1 and an approved part 2 with conditions. The building owner is continuing his planning efforts and hopes to begin construction in earnest soon. It is estimated that \$14,000,000 of private funds will be spent on the project. The King Brothers Ranch in Albany County has an approved part 1 application and has submitted a part 2. The property owner continues to assemble the needed information to fully assess the part 2 application. The building at 1701 Carey Avenue in Cheyenne has an approved part 1 application and is currently working on completing the part 2.

6. Provide State Parks and Historic Sites and associated services and amenities for the Public

Administration:

- Coordinated the Governor's Outdoor Recreation Task Force. The target release for the final report will be November, 2017. With 5 3-day meetings, 6 listening sessions and numerous ways for the public to comment, this may be one of the fastest and thorough task force reports ever completed.
- In calendar year 2016, there were over 4.20 million visitors to SPSHS&T, which is a 1% decrease from 2015 visitation numbers, but equates to a 1% increase over the 5 year average.
- The 2016 Wyoming Cowboy Tough Adventure Race was a success and the State was successful in its bid to have the 2017 Wyoming Cowboy Tough AR World Championship in Wyoming and will happen in August of 2017. Wyoming State Parks has been a major reason that this event exists and continues to be successful over the last five years.
- Performing many things to get the next generation engaged in our parks and historic sites. Several years ago the Division started the Wyoming Kids eXtreme program. For the second year, SPSHS&T had the Governor's Campout, this time held the night before our Summer Outdoor Slam. SPSHS&T taught a group of 50 people how to camp in tents, cook food outdoors and have fun under the beautiful Wyoming night sky. Every park and historic site is required to do three youth oriented programs that highlight some aspect of the site. The popularity and participation in these programs continue to grow. The Division is a primary player in Wy Outside. This is a coalition of federal, state and private organizations that promote activities to get youth outdoors. This year, the Division started two new programs. "Every Kid In A Park" which mirrors a national Department of the Interior program established during the National Park Service's 100th year. It allows all Wyoming 4th grade students, and their families, to enter a park or historic site for free. The Division has also started the "Library Partnership Program." In Laramie and Natrona Counties, families can go to their public library and check out a one week park pass and exploration pack with information and numerous fun activities to do in the park. Public response to both of these programs has been very favorable.
- Created an internal Diversity, Equality, and Inclusion Committee tasked with finding ways to recruit and retain a more diverse staff, identify underserved visitor groups and determine methods to attract them to state parks, and increase understanding of the importance of diversity, equality, and inclusion among existing staff members.

Operations:

- Twelve State Parks and Historic Sites were awarded the TripAdvisor 2016 Certificate of Excellence Award: Bear River, Buffalo Bill, Curt Gowdy, Fort Phil Kearney, Historic Governors' Mansion, Hot Springs, Independence Rock, Legend Rock, Oregon Trail Ruts, Sinks Canyon, Trail End and Territorial Prison. This is up from seven in 2015 and four in 2014. Award winners must maintain a rating of at least four out of five stars, have a minimum number of reviews and be listed on the website for at least twelve months

- In February 2016, the Wyoming State Parks Law Enforcement section received the President's Award for demonstrating leadership and excellence in park safety from the Park Law Enforcement Association (PLEA). PLEA is a coalition of local, state, and federal park law enforcement officers dedicated to improving law enforcement, visitor protection, and park operation services through professional development to assure better quality of life and leisure opportunities in local, state, and national park and recreation areas.
- All state parks and several historic sites were open for business 365 days this past year. Staff oversees 11 state parks, 27 historic sites, two archaeological and petroglyph sites, and one recreational area totaling 41 sites.
- Performed extensive planning for the 2017 Eclipse. Explored sponsorships, increase in camping and venue accommodations, advanced reservations, merchandising and numerous other logistical component to make these events a success.

Field Support

- Coordinated the park and historic sites fee program which generated nearly \$2.5 million revenue through entrance, camping, concessions, amenities, and structure rental fees. In response to declining 100 series budgets and in an effort to increase revenue, the Division is actively exploring implementation of self-pay kiosk stations. The Merchandise program was developed to allow our consumers the opportunity to share in the pride of our amazing system through the purchase of t-shirts, sweatshirts, ball caps, mugs, water bottles, etc. While this program is still in development stage, the Division is excited to see how this could impact our overall revenue stream.
- Acquired 59 acres of land containing the primary structures of the LX Bar Ranch. The Division got all structures stabilized and we are now working on water crossing options over the Powder River. The LX Bar Ranch was Governor Kendrick's home ranch and is a one of kind facility in Wyoming.
- Continues to coordinate with the United State Air Force to restore the Quebec #1 Missile Alert Facility. Quebec #1 is only remaining facility from the Peacekeeper Missile System. Based on the Governor's recommendation, SPHS&T is working to acquire the land through our congressional delegation and currently has two bills in the house and senate that are out of committee and ready for a floor vote. Once restoration activities are completed, based on direction from the Governor's office, the Division will acquire this property.
- In an effort to mitigate the effects of reduced budgets, the department continues to develop a comprehensive, robust volunteer program managed by our volunteer coordinator position. Over 700 volunteers donated over 21,000 hours to Wyoming State Parks, Historic Sites & Trails. This donation is equivalent to 10 full-time employees. Of the 700 individual volunteers, over 450 of those were members of volunteer groups, and over 50 were camp hosts.
- Developed, administered, and completed several projects paid by funds derived from entrance and camping fees including: yurts at Sinks Canyon, playgrounds at Curt Gowdy, campsite amenities (electric and water service) at Guernsey Sandy Point, Glendo Two Moon and Glendo Sandy Beach and new tables and grills statewide, improved camping sites at Keyhole Reservoir, new host campsites at South Pass City and Glendo, four toilet replacements, water system upgrades at four locations, sidewalk repairs, irrigation system, landscaping projects and numerous system-wide energy efficiency retrofit projects. Projects administered and completed using Motor Boat Gas Tax Funds include: Keyhole – Water System Upgrade, and Seminole – Designated Sites at South Red Hills. These amenities help market our facilities which boosts the local economic impact as well as bringing in additional revenue for future construction projects. Have also increased special events and interpretative and educational opportunities at many sites, which also help capture additional time/visitation from visitors.
- Managed the completion of various projects throughout the system utilizing Major Maintenance Funds including; health/life safety and maintenance repairs of several existing buildings and their associated systems, emergency maintenance and rehabilitation of water systems at Boysen and Glendo, maintenance and repair of gravel roads, and repair or maintenance of asphalt roads and parking lots.
- In response to external customer demand, the Division continues to improve the offering of campsite reservation sites in our system. The online reservation user may now build a "user account" which allows users to have their personal information remain in the system year after year. SPHS&T has enhanced the information for each of the reservable sites that include: site length, width, distance to drinking water and restroom facilities, available shade, etc. Through upgrades to reporting, superintendents are able to make

the determination of which campsite areas are more commonly used and can plan for future expansion if warranted.

- Effectively oversaw 65+ special/short term permits, 53 cabin leases, six cooperative agreements, 19 easements, 12 friend's agreements, five grazing leases, seven long term concessions, 23 leases, nine MOU's and 170+ selling agent contracts.
- Submitted the Boysen Master Plan to the Bureau of Reclamation to complete the Environmental Assessment and provide final approval. The Division is in the process of finalizing the Hot Springs Master Plan and hopes to present to the public this fall. The Division is in the process of finalizing the Steering Committee Report of Recommendations for the Wyoming Pioneer Memorial Museum that was begun in FY16.
- To continue process improvements, the Division developed a Contractual Compliance Report to ensure compliance with all legal documents we oversee. In addition, there has been significant enhancement to the inspection process with proper documentation of non-compliant issues as well as continuous follow up for meeting compliance.
- To improve efficiency and experience of our staff, the Division developed an internal Job Shadowing Program for staff to have the ability to cross train with their co-workers. This program will assist staff in understanding some of the complexities of our agency while lending assistance whether in administration, design, operation and/or construction.
- Issued seven Land and Water Conservation Fund Grants totaling \$1,011,410.13 SPHS&T also issued three Motorboat Gas Tax Grants totaling \$59,055.00. The State Trails Program issued seventeen Recreational Trails Program (RTP) grants in totaling \$1,667,947.

7. Provide Motorized and Non-Motorized Trails and Associated Services to the Public

- There were approximately 500,000 snowmobile use days and over 2.5 million ORV use days this past fiscal year on motorized trails and facilities provided for the public by the Trails program.
- The Wyoming State Non-Motorized Trails program launched the Wyoming Veterans Trail Crew. This program hired 8 veterans for 960 hours from May-August and is responsible for constructing and maintaining system trails at various Wyoming State Parks, Historic Sites, & Trails locations. This program is continuing to support statewide grass root trail groups and offers support in planning and on-the-ground logistical support. Trail construction has begun on four miles of trail on a section of state land called the Duncan Ranch and will provide for local equestrian, hiking and biking recreation opportunities as well as.
- Worked with developers to provide an interactive web-map for the snowmobile trails. This map displays in real-time, the current snow depths and trail grooming status. The program has also developed and provided to the public, GEOreferenced PDF maps for the Snowmobile and ATV trails; which enable the user to view our maps on their smartphones with GPS capability.
- Partnered with Tread Lightly! and other public agencies within Wyoming such as Bureau of Land Management Wyoming State Office, Local Field Offices, and Districts, USFS Region #2 and #4 Wyoming (Black Hills NF, Bighorn NF, Bridger-Teton NF, Medicine Bow NF, Shoshone NF, Targhee NF, Wasatch-Cache NF) to continue the Ride on Wyoming Education campaign. The purpose and focus of the Ride on Wyoming campaign is to establish a model public/private partnership of diverse stakeholders to address issues associated with motorized recreation involving the use of motorized vehicles on Wyoming trails and public/private lands
- Budgeted funding to provide more than 2,000 miles of groomed snowmobile trails, each trail groomed multiple times per week, for a total of 66,550 miles of trail grooming during the 2016-2017 season.
- Continued to actively partner with local and federal agencies to provide access to recreational trails across the state. The program issued seven maintenance, planning, and construction grants that total \$131,923 and 42 Snow and ORV Trail Ranger grants totaling \$597,700 to help cooperating agencies provide on-the-ground staffing to help provide customer service and education to trail users. The program also provided the Trails Crew for motorized trail construction and maintenance completing 12 projects statewide. These efforts helped provide access that resulted in over 3.0 million use days this past year on motorized trails managed by the program.
- Working with the Wyoming Department of Administration & Information, the Wyoming Department of Transportation and the Federal Highway Administration (FHWA) to develop a new process for administering the Recreational Trails Program. This is an innovative approach that should streamline the

process, improve service and reduce administrative costs. FHWA staff has indicated this may become the national model for the RTP program.

- Continues to work with land managing agencies, on-trail businesses, local economic development and chambers of commerce, and other groups to ensure trail access remains open for high quality trail experiences that will continue to attract tourism spending and additional economic development.

WYOMING DEPARTMENT OF STATE PARKS & CULTURAL RESOURCES

